

Questions and Answers for Request For Proposal
Telecommunications Cabling
Contract No. GSS441-Telecom Cbl

1. Appendix A, section IV, A, paragraph 2 states that “All cables and connectors must be tested for *continuity and polarity*, including tests for open, short, split, and reversed circuits (pairs) by the installer prior to the performance of final acceptance tests.” Please confirm that this test and a “final acceptance test” is required to be performed on all cables and connectors. This two-test requirement in essence, doubles the testing time and will add additional labor cost to each cable run.

This “continuity and polarity” test may be omitted since the final acceptance test verifies continuity and polarity.

2. Please confirm that the 4 pair cabling used in the sample jobs in this proposal should be:
 - a. 350 Mhz rated Cat 5e for voice
 - b. Cat 6A for data.

Yes. 350 Mhz or better if available.

3. Please advise if surface moulding and surface mount boxes are to be provided and installed by this contract as needed for the sample jobs in this proposal. If so, please specify the requirements for this raceway, e.g., size, steel or plastic and etc.

Surface mount raceway and boxes are to be provided and installed by this contract. Plastic is acceptable as long as it is permanently attached to the masonry walls. Size will be dictated by the number of cables enclosed in the raceway and boxes.

4. Page 21 of the State of DE Telecommunication Cabling RF, Item 34, “Termination of P.O.s”. begins and then continues on Page 22, however the numbering restarts as Item number one. This appears to be an enumeration problem within the Special Provisions. Can the State of Delaware please fix this enumeration problem?

Yes & it has been fixed on the website.

5. It is our understanding that the State of DE, per Item H “Economy of Preparation” within Section II “Format of Proposal” requests not to use three ring binders. Regarding Section II Format of Proposal, Item E below, extracted from the RFP, should all nine copies simply be “unbound”, marked accordingly per the instructions of Section II, Item E? Will the State of DE permit the use of Tabs, even if the copies are unbound? Does the State prefer 8.5 x 11 – 3 hole punched paper or regular, unpunched paper?

No 3 ring binders. Yes DE permit tabs. The state prefers 8.5x11 unpunched paper.

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6. Regarding, the CDs, Section II Format of Proposal, Item E "Number of Copies with Mailing of Proposal appears to be in conflict with Section IV of the Evaluation Criteria, Item C Requirements of the Offeror (also extracted below). Please clarify if the 9 CDs need to have both the proposal and the Appendix B Excel Sheet burned on the same CD as Section II Item E appears to indicate, or if the Appendix B Excel Spreadsheet only needs to be provided on CD as it appears to state within Section IV Item C.

RFP Extractions

SECTION II FORMAT OF PROPOSAL , ITEM E. NUMBER OF COPIES WITH MAILING OF PROPOSAL:

Nine (9) copies of the Proposal shall be submitted in a sealed package clearly marked with the name of the offeror and labeled GSS 441 Telecommunications Cabling. One of the copies shall be marked "Master Copy" and will contain original signatures in all locations requiring an offeror signature. The remaining eight (8) copies do not require original signatures. In addition to the paper copies stated above, please provide nine (9) CD's with one (1) copy of your proposal and Appendix B on each.

SECTION IV PROPOSAL EVALUATION PROCEDURES, ITEM C. REQUIREMENTS OF THE OFFEROR (continued):

Nine (9) hard copies of the Proposal shall be submitted in a sealed package clearly marked with the name of the offeror and labeled GSS441. One of the copies shall be marked "Master Copy" and will contain original signatures in all locations requiring an offeror signature. The remaining eight (8) copies do not require original signatures. Nine (9) hard copies of your response with nine (9) CDs with the completed Excel files must be received.

Please submit Eight (8) hard copies and one (1) master copy of the proposal & appendix B. In addition, provide nine (9) CD's with one (1) copy of the proposal and the appendix B on each CD.

7. Given the prices that the Contractor develops in response to this RFP are unique to the State and the services to be provided as a result of the RFP, will the State consider negotiating an annual rate review clause instead of the language in Section 6, page 14 - "Most-Favored Customer?"

Should the proposer take exception to any term, clause or requirement found within the RFP, it must take exception to that term, clause or requirement as stated in the RFP. The act of taking an exception to a term, clause or requirement within the RFP will not cause the bid to be rejected on its face. The State will consider all exceptions and determine whether the State will accept or reject the exception.

8. It is our understanding that there is no MBE requirement in the State of Delaware Telecommunication Cabling RFP. Please confirm this is accurate.

This is correct the State of Delaware does not have preference laws.

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9. Within the Appendix B Excel Spreadsheet, can vendors change the orientation from portrait to landscape if this will allow for the information to print on the page correctly? For example, the print area does not appear to be set properly for the Large Job 1 and 2 Sheet and so currently this does not appear in the print preview properly. Can vendors make appropriate print necessary modifications to allow for printouts in the hardcopy response to appear correctly?

Yes, but do not modify the columns or rows for Appendix B. This has been corrected and a new version posted to the website.

10. Can vendors add headers and footers within the “page setup”, “header/footer” function of the Appendix B Excel Spreadsheet in order to put information such as the Vendor Company Name, RFP Title, and Contract Number in the header, and information such as the tab name, page number and date in the footer? This action should not impact the headings, columns, or rows of the body the individual excel worksheet.

Yes.

11. If necessary, can vendors “wrap” text in a cell where possible for those fields where the response is text versus a numeric response?

Yes.

12. Can the State provide a copy of the contract form that is referenced under Item 26 in the Special Provisions section (Page 19) that would be required for all successful contractors?

This is a W-9. You may fill out it electronically through the following website:
<http://accounting.delaware.gov/infoforgov/w9.pdf>

13. Page 32 – Letter C Requirements of the Offeror - Describe the methodology/approach used for this project including a work plan and time line.

Considering that this is an open bid to provide misc. telecom services, do you know what they might be looking for here?

The state of Delaware is looking for a job plan.

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14. Page 37 - Appendix A Structure and Cabling Specifications – Scope of Work Details

The Contractor must be certified installers on any system they propose. Proof of certification must be provided upon request.

III. #2 - We have provided service to three school districts over the last 15 years and are familiar with their equipment requirements. The only certification held by our techs currently is Leviton. We are pursuing renewal of certification with another supplier approved by the State. How important is it to have the certifications prior to submitting the bid. In many instances "certification" is a marketing tactic used by the manufacturers, and they require a business to purchase hundreds of thousands of dollars worth of materials from them annually. The various manufacturers will provide certification once we are on the bidders list without all of the usual politics involved with getting certified. I guess what I'm asking is there a particular way to address this in the RFP?

You must have certifications for systems you propose in the bid. (The only exception is with the Large Sample Job number 1 where Ortronics is requested.)

15. General Questions: *Bonding capacity is not mentioned in the RFP, does it have any impact on winning the bid?*

There are no bond requirements.

16. Are insurance certificates required to be submitted as part of the proposal, or are they submitted separately per page 15 of the contract?

Insurance certificates must be submitted at the time of award.

17. Also, is there a preprinted proposal/response form we are to use for this contract, or do we simply use our own document that contains all the required information?

Offerors must fill out the proposal response form which is the Appendix B Excel Sheet.

18. Under Requirements of Offeror, Pg. 32, it asks for Financial Information for 3 years, If your company has not been in business for 3 years what do they submit.

Please state how many years in business and show financial information for those years.

19. Can offerors submit proposals for 2 manufactures?

Yes as long as certified in both.

20. In Appendix A is it Category 5E or Cat 6 for Voice Outlets?

Cat5E for Voice Outlets

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21. In Sample Jobs 1&2 are we assuming the 110 blocks and patch panels are existing?

Yes.

22. What is more important manufacturers price or service?

This is based on the evaluation criteria on Page 34 of the RFP.

23. Do you want brand names?

Please include manufacturer name in your offer.

24. In Appendix B, please explain list price.

List price is the price the offeror is submitting the discount from the manufacturer of equipment.

25. Please state the historical volume for 1 year spending of the current contract.

For FY09 the current contract spend is approximately \$1.4million.

26. Will the state provide drawings for all jobs?

Yes depending on the job and architect, most jobs will be autocad copies.

27. When does this contract start and how long is it for?

This contract goes into effect September 1, 2009 and is for 2 years period with 2 optional extensions.

28. Will the 2008 prevailing wage rates document be on the website?

No. The offeror may download the 2008 prevailing wage rates on the DE Department of Labor website.

29. Will the sign in sheet from today's prebid meeting be published on the website?

No.

30. When is the last day for questions?

The last day for questions is May 27, 2009 at 4:30pm and there will be no additional question period.

31. Does area coverage factor into the scoring of the bid?

Offerors will be scored by area on pricing and area coverage does factor in.

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32. Do you know how many vendors will be awarded the contract?

No.

33. Does the awarded vendor need to notify DTI for different agencies and schools jobs?

Yes.

34. If you list of subcontractors change after the award is the acceptable?

Yes, but vendors must notify the state & have approval.

35. Does Ortonics need to be submitted for the sample bid?

Yes.

36. Is the ladder rack grounded to the busbar?

Yes.